



# California

## *Household Hazardous Waste Information Exchange*

---

### 8<sup>th</sup> Annual Statewide Household Hazardous Waste and Used Oil Conference

## Moderator Recruitment

Inspire Others!

Only You Can Make It Your Conference!

Be A Moderator!

**We need your insight, your help, and your energy!**

Do you have an issue or project that is close to your heart? What are you burning to know about? We need your insight and creative assistance to ensure your hot topics are addressed at the HHWIE Statewide 2003 conference.

You are hereby invited to become a moderator for the 8<sup>th</sup> Annual Statewide Household Hazardous Waste Conference and help shape the discussion and learning next March! All session ideas are welcome.

**LOCATION**  
**DATE**  
**TASKS**

The conference will be held at the Granlibakken resort in Tahoe City, CA

Your tasks as a moderator will include the following:

- Contribute ideas for a session that you would like to moderate;
- Work with program committee to solicit papers for your session and identify people who can bring insight to the topic.
- Work with speakers to develop a cohesive and complementary panel.
- Coordinate technical needs for your panel;
- Coordinate speaker abstracts and bios with conference planning committee.
- Moderate session, introduce topic/issue, manage session time, field questions, collect evaluations etc.

Please submit a brief paragraph describing the issue for the session that you would like to moderate. Please include some ideas for specific papers and names of people you would like to invite to be a presenter at your session.

**DUE DATE** Please submit your session proposal by **12/02/02**

**SEND TO** If possible, please submit your paper in electronic format by emailing them to Matt McCarron at [mmccarro@ciwmb.ca.gov](mailto:mmccarro@ciwmb.ca.gov). Otherwise you can mail your proposal to:

Matt McCarron  
CIWMB –Special Waste  
P.O. Box 4025 Sacramento, CA 95812